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6 SITE DEVELOPMENT PLANS

6-A INTENT

The purpose of these requirements is to promote the orderly development of certain activities in the County and to insure that such activities are developed in a manner harmonious with surrounding properties and in the interest of public health, safety, and welfare. The site plan shall be used to review:

1. a project's compatibility with its environment;
2. the ability of proposed traffic circulation systems to provide for safe and convenient movement of vehicles and pedestrians;
3. the quantity, quality, utility, and type of the project's community facilities; and
4. the location and adequacy of the provision for drainage and utilities.

6-B WHEN REQUIRED

6-B-1 Requirements

A site plan shall be submitted in accordance with this article for all proposed buildings, structures, or uses, except single-family detached dwellings and agricultural buildings.

6-B-2 Change of Use

A site plan shall be submitted when a change of use of an existing structure requires additional parking or other significant external improvements.

6-C WAIVER OF REQUIREMENTS

6-C-1 Waivers for Hardship

Any requirement of this Section may be waived by the Agent where the waiver is not inconsistent with this Section, and the applicant establishes that an undue hardship would result from a strict enforcement of this Section, or that the requirement is unreasonable.

6-C-2 Waivers for Additions

The Agent may waive the requirements for site plan review for additions to buildings, structures, and uses, if in his/her opinion; such addition does not substantially affect the intent of this Section.

6-D ADMINISTRATION

6-D-1 Public Agency Comments

The Planning Commission may accept comments from the County of Clarke and other applicable public agencies when reviewing site plans.

6-D-2 Agent

The Planning Commission may act through the Town planning staff to the extent the Commission finds it appropriate for the administration of this Section; provided that no Agent may act for the Commission in approving, conditionally approving, or

disapproving any site plan. The Agent shall be responsible for the processing of site development plan applications, subject to the procedures provided herein.

6-D-3 Inspection

All government officers and employees responsible for the enforcement of this Section shall have the right to enter upon any property at all reasonable times during the period of construction for the purpose of making inspections for compliance with this Section. It shall be the responsibility of the developer to notify the Agent when each stage of the development is ready for inspection for compliance with the site plan as approved by the Commission. The developer shall make one set of the approved site plan available at the site at all times during construction.

6-E PROCEDURES

6-E-1 Pre-Application Conference

All applicants shall first submit a sketch plan and request a pre-application conference with the Agent to discuss the basic site development scheme, basic ordinance requirements, and preliminary features of the proposed development as they relate to this Section.

6-E-2 Application

- 6-E-2-a Application for approval of a site development plan shall be made to the Agent by submitting an application form, fifteen copies of the site plan, and the applicable fee.
- 6-E-2-b Application for approval of a site plan shall be submitted at least 15 working days before the next regular meeting of the Planning Commission at which consideration is expected.
- 6-E-2-c The Agent shall review the submitted materials to determine if the basic requirements of this Section have been met. If in conformance, the application shall be accepted for filing, and shall be forwarded to the Planning Commission.
- 6-E-2-d The Agent shall forward copies of the site plan for all applicable agencies and officials for written comments and recommendations. After receiving such comments and recommendations, the Agent shall prepare a report for the Planning Commission.
- 6-E-2-e The site plan and accompanying materials shall be available for public review in the Boyce Town Offices.
- 6-E-2-f In addition to the fee set by the Town Council, the Council may require the applicant to bear the costs of any extraordinary professional services employed by the Planning Commission in reviewing the site plan.

6-E-3 Action on Site Plan Application

6-E-3-a

Time Period

After receiving a complete application from the Agent, the Planning Commission shall consider the application at the next regular monthly meeting. Within one hundred days of this first meeting, the Planning Commission shall act to approve, approve with conditions, or deny the site plan. Failure of the Planning Commission to act within this 100-day period shall be deemed approval of the site plan unless the Planning Commission and the applicant agree upon an extension of the time period.

6-E-4 Public Notice and Hearings

The Planning Commission shall provide public notice and hold public hearings on the site plan request. Such public hearing shall be held in accordance with the requirements of Section 10-E of this ordinance.

6-E-5 Action by the Planning Commission

6-E-5-a

The Planning Commission shall approve the site plan if it finds that the plan meets the requirements of this Section, the intent of the Boyce Town Comprehensive Plan, and would promote the health, safety, and general welfare of the public.

6-E-5-b

The Planning Commission may condition approval of the site plan upon the applicant making certain changes or modifications to the plan, said conditions to be stated in writing by the Planning Commission.

6-E-5-c

The Planning Commission may deny a site plan, stating in writing the reasons for such denial.

6-E-5-d

Applications for the same or substantially similar site development plan shall not be accepted or considered for all or any part of property for which a site development plan has been denied by the Planning Commission for 12 months following such denial. Such application shall address, at a minimum, those criteria that were cited as the basis of denial.

6-E-6 Appeal

Any applicant may appeal the decision of the Planning Commission by filing within 30 days of the decision of the Planning Commission an appeal in writing to the Boyce Town Council.

6-E-7 Site Plans Submitted with Special Use Permit Applications

Where a site plan is submitted with a Special Use Permit application as required in Section 5 of this Ordinance, the action of the Planning Commission shall be in the form of a recommendation to the Town Council. The Town Council shall then consider the site plan in conjunction with the Special Use Permit request, as outlined in Section 5.

6-E-8
(1/06/09)

A Site Plan shall become null and void if it is not submitted, in a form complying with all conditions established by the Planning Commission, to the Town Planning Commission Chair and Town Zoning Administrator for signature within six months from the date if

approved by the Town Planning Commission. The Planning Commission may extend this time limit upon written request of the property owner.

6-E-9
(1/06/09)

An approved final site plan shall be valid for not more than five years from the date the Planning Commission Chair signs a final version of the Site Plan that complies with any conditions set by the Planning Commission in its approval action, if a final certificate of occupancy has not been issued for the structures shown on the Site Plan. Upon application of the developer, filed before expiration of a final site plan, the Planning Commission may grant one or more extensions of such approval for additional periods as the Commission, at the time the extension is granted, determines to be reasonable. Such extensions shall take into consideration:

- a. whether a building permit has been issued,
- b. whether substantial construction work has been completed,
- c. the size and phasing of the proposed development, and
- d. the laws, ordinances and regulations in effect at the time of the request for an extension.

6-F SPECIFICATIONS

Every site plan shall be prepared in accordance with the following specifications:

6-F-1

The scale shall be one inch equals not more than 50 feet.

6-F-2

All site plans shall be submitted on 24 by 36 inch sheets.

6-F-3

If the site plan is on more than one sheet, match lines shall clearly indicate where the sheets join.

6-F-4

Horizontal dimensions shall be in feet and decimals of feet to the nearest 1/100 of a foot.

6-G CONTENTS

Qualified persons shall prepare the site plan or any portion thereof involving engineering, urban planning, landscape architecture, architecture or land surveying. Site plans shall be certified by seal and signature of an architect, engineer, or land surveyor licensed to practice by the Commonwealth of Virginia within the limits of their respective licenses. The site plan shall contain the following information, as applicable:

6-G-1

The proposed title of the project and the name of the engineer, architect, landscape architect or surveyor; the name of the developer; name and address of the property owner.

6-G-2

A signature area for approvals by the chair of the Planning Commission and the Agent.

6-G-3

Signature of the property owner.

6-G-4

North point, scale, and date.

6-G-5

Vicinity map at a scale of one inch equals not more than 2,000 feet, showing the location of the project in relation to state roads and other prominent features.

6-G-6

Existing zoning and zoning district boundaries for the property in question, and on immediately surrounding properties.

- 6-G-7 The present owner and use of all properties contiguous or directly across any street.
- 6-G-8 The boundaries of the property involved by bearings and distances, certified by a land surveyor licensed to practice in the Commonwealth of Virginia.
- 6-G-9 All existing property lines, existing streets, buildings, watercourses, waterways, lakes, and other existing physical features on or adjoining the property. Size and height of existing buildings on the property should be shown. Features on adjoining properties need only be shown in approximate scale and proportion.
- 6-G-10 Topography of the project area with contour intervals of two feet or less.
- 6-G-11 Location and sizes of sanitary and storm sewers, gas lines, water lines, culverts, fire hydrants, and other above-ground or underground structures in or affecting the project, including existing and proposed facilities, and easements for these facilities.
- 6-G-12 The location, dimensions, name, and construction details (including typical sections) of proposed streets, alleys, driveways, and the location, type, and size of ingress and egress to the site. When proposed streets intersect with existing streets, both edges of existing pavement or curb and gutter must be indicated for a minimum of 50 feet or the length of connections, whichever is greater.
- 6-G-13 The location of all off-street parking, loading spaces, and walkways, indicating types of surfacing, size and angle of stalls, width of aisles, and a schedule showing the number of parking spaces.
- 6-G-14 The location, height, type, and material of all fences, walls, screen planting, and landscaping details of all buildings and grounds, and the location, height, and character of all outdoor lighting systems.
- 6-G-15 The location of all proposed buildings and structures, primary and accessory; number of stories and height; proposed general use of each structure; and the number, size, and type of dwelling units, where applicable.
- 6-G-16 Provision for the adequate disposition of natural and storm water indicating the location, sizes, types, and grades of ditches, catch basins, detention ponds (showing 10-year and 100-year elevations), and pipes and connections to existing drainage systems. Plans shall be in accordance with the Boyce Comprehensive Plan.
- 6-G-17 Provisions, plans and schedule for the adequate control of erosion and sediment, in accordance with the Clarke County Erosion and Sediment Control Ordinance.
- 6-G-18 Proposed finished grading by contour, supplemented where necessary by spot elevations.
- 6-G-19 Flood plain studies as required by the Agent.
- 6-G-20 The location, size, height, materials used, orientation, and illumination of proposed signs.

- 6-G-21 The location, dimensions and total area of proposed recreation, open space, and required amenities and improvements.
- 6-G-22 The location of all wooded areas on the site, including individual large trees that are located within the areas proposed for clearing and within 20 feet of the proposed clearing limit. The site plan shall show which trees are to be retained and which are to be removed.
- 6-G-23 A landscape plan (same scale as site plan), meeting the minimum landscape design standards described below.
- 6-G-24 Development sequence for phased construction, if applicable.
- 6-G-25 Building restriction lines.
- 6-G-26 Distance to nearest school or school site.
- 6-G-27 Elevation plans for all exterior facades of proposed structures, showing design features and indicating materials and colors to be used.
- 6-G-28 Source of title of the owner of record, including deed book and page reference of the last instrument in the chain of title.
- 6-G-29 Total site acreage; acreage of individual lots and street rights-of-way.
- 6-G-30 Location and acreage to the nearest 0.1 acre of critical environmental areas, including the following: slopes between 15%-25%; slopes greater than 25%; rock outcroppings; sinkholes; flood plains and flood plain soils; current drainage channels; bodies of water; stormwater management facilities; utilities; other sensitive areas defined by the Agent. The Agent may require that a geotechnical report be submitted where warranted by soil or water conditions.
- 6-G-31 Floor area ratio (FAR) and impervious surface coverage for all structures on the property.
- 6-G-32 Maximum number of employees anticipated, if commercial or office.
- 6-G-33 Anticipated daily and peak water demand and sewage flows for the site.
- 6-G-34 Anticipated daily vehicle trips generated by the site development; capacity of existing and proposed streets; sight distances for all intersections; proposed improvements within existing street rights-of-way; further traffic studies as required by the Agent.
- 6-G-35 A copy of rezoning proffers, Special Use Permit conditions or variances granted for the property shall be submitted with the site plan.
- 6-G-36 Bond estimates for all required improvements.
- 6-G-37 Any necessary notes required by the Agent to explain the purpose of specific items on the plan.
- 6-G-38 Additional information as deemed necessary by the Planning Commission or the Agent.

6-H IMPROVEMENTS AND MINIMUM STANDARDS

(4-3-01) To further the intent of this Section and to protect public safety and general welfare, no site plan shall be approved until the Planning Commission is assured that improvements will be made which meet the following minimum standards:

6-H-1 Streets and Rights-of-Way

- 6-H-1-a Streets, driveways, access roads and rights-of-way shall be constructed and dedicated, and existing streets widened and improved as necessary, when the need for such streets and improvements is generated by the proposed development, or is indicated in the Boyce Town Comprehensive Plan.
- 6-H-1-b All street construction standards and geometric design standards shall be in accord with the standards of the Boyce Town Subdivision Ordinance, the Virginia Department of Transportation, or other standards provided by the Town. However, the Authority or the Agent may modify standards for local, collector, and minor loop streets provided that off-street parking sufficient to accommodate required parking ratios are provided to complement the street system, and approval of the modifications is obtained from the Virginia Department of Transportation, where applicable.
- 6-H-1-c All development must have direct access to public dedicated and State or Town-maintained roads. Sites or lots shall not have direct access to any arterial road, unless the physiography, shape or size of the tract precludes other methods of access.
- 6-H-1-d Where traffic generated from an entire development exceeds 2,000 vehicle trips per day, such development shall provide connectors to existing public roads at two or more locations. Where only one connection is physically achievable, the connecting portion of the entrance road must be a four-lane divided road extending not less than 250 feet into the development. No internal vehicular connection shall be permitted on this entrance section.
- 6-H-1-e Streets and rights-of-way shall permit access to adjoining properties in conformance with the Boyce Town Comprehensive Plan and to the satisfaction of the Planning Commission or the Agent.
- 6-H-1-f Travel ways designed for on-site two-way vehicular traffic circulation shall in no case have a pavement width of less than 20 feet.
- 6-H-1-g Cul-de-sacs shall be designed and constructed in accordance with the street standards of the Boyce Town Subdivision Ordinance, or with other standards provided by the Town of Boyce. Cul-de-sacs may not be used as parking areas.

6-H-2 Parking

Parking areas shall be constructed to standards compatible with those of the adjoining public street, and shall be provided in quantity according to the schedule set forth in the Boyce Town Zoning Ordinance. Off-street parking spaces shall be accessed via private travel ways, and not directly accessed from public rights-of-way.

6-H-3 Sidewalks, Paths, and Walkways
Sidewalks, paths, and/or walkways shall be provided to enable the public to walk safely and conveniently from one building to another on the site, to and from adjacent sites, and to and from sidewalks in the public right-of-way. The construction material to be used must meet the approval of the Planning Commission or the Agent.

6-H-4 Curb and Gutter
Curb and gutter (CG-6 or approved equivalent) shall be required on all new public streets. The Planning Commission may require curb and gutter on off-street parking areas, service drives, private streets, and around medians, where warranted by conditions. Upon recommendation from the Virginia Department of Transportation, the Planning Commission may waive the requirement for curb and gutter when in keeping with existing conditions on adjacent sites, and when safe travel and adequate stormwater management can be assured without curb and gutter.

6-H-5 Utilities and Utility Easements
All utilities necessary to serve the proposed development shall be installed by the developer, and shall be installed underground in accordance with the appropriate facilities plans; provided however, that:

6-H-5-a Equipment such as electric distribution transformers, switch gear, meter pedestals and telephone pedestals, which are normally installed aboveground, may continue to be so installed;

6-H-5-b Meters, connections, and similar equipment normally attached to outside walls, may be so installed;

6-H-5-c Dedications of right-of-way easements shall be made for all utilities and facilities that are to be publicly maintained. Easements shall be clearly defined for the purpose intended. Minimum easement widths shall be as specified by the Planning Commission, the Agent, or utility company.

6-H-6 Water and Sewer Systems
All water distribution and sewer collection systems shall be designed to accommodate normal and peak demand loads. All such systems shall be designed to meet or exceed the specifications of the Clarke County Sanitary Authority. Regulations of the Virginia Department of Health and other state agencies shall also be met, as applicable.

6-H-7 Stormwater Management
6-H-7-a Stormwater management facilities shall be provided in conjunction with land development activities, which require the submission of a Site Plan. An evaluation shall be performed for each proposed land development project in accord with Boyce Town Code Section 152. Stormwater Management.
(4/3/01)
(4/5/11)

6-H-8 Soil Suitability
The U.S. Department of Agriculture, Soil Conservation Service, shall be referred to for commenting on the suitability of soils for intended development, and on any special measures that are recommended for development on a certain soil classification. The applicant shall provide a generalized mapping of on-site soils and their engineering characteristics.

6-H-9 Landscaping Design Standards

6-H-9-a Purpose and Intent

The purpose of this article is to:

1. Provide for the protection of ground water, improve air quality and stormwater management through the mitigating effects of trees;
2. Preserve property values and retain the character of an area in a way that is conducive to economic development;
3. Make incompatible land uses less disagreeable by requiring screening in order to minimize the harmful impact of noise, dust and vehicle headlight glare.
4. Require landscaping of parking lots to reduce the harmful effects of wind, heat, noise and vehicle headlight glare;
5. Improve the aesthetic appearance of commercial, industrial and residential areas to help create an attractive and harmonious community;
6. Provide for site development protecting the health safety and welfare of the public and in conformance with zoning regulations as allowed in §15.2-2283 & 15.2-2286 of the Code of Virginia; and
7. Provide for preservation, planting, and replacement of trees in the development process to meet the objectives of §15.2-960 & 961 of the Code of Virginia, as amended.

6-H-9-b Existing Trees

1. Existing trees, with the following characteristics, should be preserved, but may be replaced as noted in section 3 below:
 - a. have a diameter of eight inches or greater (measured 4.5 feet above the ground);
 - b. be a native species;
 - c. be in a healthy condition; and
 - d. be located on the subject property within two years before site plan application.
2. Preservation shall be accomplished by maintaining current grade and installing a temporary four-foot high fence during site disturbance for the circular area centered on the tree with a diameter 1.5 times the canopy spread.
3. Replacement trees may be shown on the site plan for existing trees, as described above. Replacement trees shall be Large Canopy trees meeting the specifications

of Section 6-H-9-e below. The total caliper of replacement trees shall equal or exceed the total caliper of existing trees being removed up to a maximum of four replacement trees per acre of the subject property. Existing or replacement trees shall not be considered buffer or parking trees.

6-H-9-c

Buffer-areas. Buffer-areas provide for plant material screening between adjacent land uses and along public rights of way. The buffer-areas are required to run the length of adjacent property boundaries and public rights of way. Buffer-areas shall not be used for buildings, the storage of materials, or vehicular parking. Except for mulched areas adjacent to plant material, buffer-areas shall have a living ground cover.

1. The minimum Buffer-area widths are provided in the matrix below:

Zoning District of Proposed Use	Existing Zoning of Adjacent Parcels		Public ROW
	Residential & Agricultural	Business	
Residential	N/A	15 feet	5 feet
Business	15 feet	N/A	5 feet

2. Screening

a. Quantity: Plant material is required per square foot of buffer-area as listed below:

	Buffer areas less than 15 feet wide	Buffer areas 15 feet and wider
Large Canopy Tree	1/250 square feet and	1/450 square feet or
Small Canopy Tree	1/500 square feet and	1/450 square feet and
Evergreen Tree	none required	1/150 square feet and
Shrub	1/25 square feet	1/50 square feet

- b. Utility Lines: Small Canopy Trees shall be substituted for Large Canopy Trees where buffer-areas are under and parallel to overhead utility lines. In other buffer-areas, Small Canopy Trees should be used whenever trees are placed under overhead utility lines.
- c. Utility Lines: Small Canopy Trees shall be substituted for Large Canopy Trees where buffer-areas are under and parallel to overhead utility lines. In other buffer-areas, Small Canopy Trees should be used whenever trees are placed under overhead utility lines.
- d. Screening of Parking Areas: Shrubs should be placed to screen parking areas from public rights of way.
- e. Commercial or Industrial Buffer-areas: Based on site characteristics, buffer-areas for commercial or industrial uses adjacent to Residential or Agricultural zoning districts may be required to include fences or walls with a minimum height of six feet.
- f. Screening of Outdoor Storage Areas: All outdoor storage areas shall be screened from all public streets and adjacent properties. Screening shall be comprised of fences or walls with a minimum height of six feet.
- g. Fence and Wall Materials: Fences and walls used for screening shall be solid and should be the same material as the primary site structure. Use of chain link, plastic, fiberglass, and plywood is discouraged.
- h. Additional Plant Material: Wherever possible, installation of additional plant material, including annuals and perennials, is encouraged to maximize the

attractiveness and value of a property.

6-H-9-d

Parking Trees

Trees shall be provided in parking areas, in addition to required buffer-area trees. The requirements of this section shall apply to the construction or enlargement of any parking lot containing eight or more spaces.

1. One large canopy tree is required for every eight parking spaces.
2. A landscape island for each large canopy tree shall be not less than three hundred square feet of permeable, unpaved area, and have a minimum width of nine feet.
3. Landscape areas within the parking lot shall be reasonably dispersed throughout the parking lot.
4. Except for mulched areas adjacent to plant material, landscape islands shall have a living ground cover.

6-H-9-e

Plant Material Type and Location Specifications

1. Schedule: All plans shall contain a schedule of plants proposed, indicating the number proposed, caliper or gallon size, and both common and botanical names.
2. Condition: All plant material shall comply with the American Standard for Nursery Stock (ANSI Z60.1-1996). All plants shall be well formed, vigorous, healthy and free of disease, sunscald, windburn and insects or their eggs.
3. Diversity: No single species of tree or shrub shall comprise more than 1/3 of the total number of trees or shrubs to be planted.
4. Sight Distance: No tree, shrub, hedge or existing vegetation shall be planted or maintained in a way that interferes with prescribed sight distances.

5. Minimum Caliper/Size

- | | |
|----------------------|----------------------|
| a. Large Canopy Tree | Two inches |
| b. Evergreen Tree | Six feet tall |
| c. Small Canopy Tree | Six feet tall |
| d. All Shrubs | Eighteen inches tall |

(Caliper is measured six inches above the soil on trees up to three inches in caliper, and twelve inches above the soil on trees greater than three inches in caliper.)

6. Planting: All plant material shall be installed in accordance with good trade practices. Trees shall be planted at least ten feet apart. The Standardized Landscape Specifications for the Commonwealth of Virginia will serve as the basis for minimum acceptable plant installations (Plates 1 and 2). The Zoning Administrator or designee shall be notified seventy-two hours prior to plant installation. The Zoning Administrator will schedule a site visit to inspect all plant material to confirm minimum standards. Upon inspection the Zoning Administrator may reject any plant material due to non-conformance.

(7/7/09)

7. Selection: Disturbed areas not covered by paving, stone, or other solid materials shall be revegetated with plant species that are compatible with the natural vegetation and tree cover and that have low water and nutrient requirements. Xeriscape practices (use of native plant materials and landscape materials that have low water and nutrient requirements) shall be followed. All trees and shrubs will be based on their listing in the Manual of Woody Landscape Plants, fifth edition.

- a. Large Canopy Trees shall:

1. have a mature height over forty-five feet as described in the Manual of Woody Landscape Plants;
 2. be native to the region, if possible; non-native species are allowed if they will grow in this region's environmental conditions and are non-invasive;
 3. be typical of, but not limited to Maples or Oaks;
 4. not include: Female Ginkgo (*Ginkgo biloba*), Poplar (*Populus spp.*), Silver Maple (*Acer saccharinum*), Tree of Heaven (*Ailanthus altissima*) or Black Locust (*Robinia pseudoacacia*).
- b. Small Canopy Trees shall:
1. have a mature height up to thirty feet, with an equal spread as described in the Manual of Woody Landscape Plants;
 2. be native to the region, if possible; non-native species are allowed if they will grow in this region's environmental conditions and are non-invasive;
 3. be typical of, but not limited to Flowering Crabapple (*Malus sp.*) or Redbud (*Cercis canadensis*);
 4. not include Bradford Pear (*Pyrus calleryana*).
- c. Evergreen Trees shall:
1. have a mature height of at least ten feet as described in the Manual of Woody Landscape Plants;
 2. be native to the region, if possible; non-native species are allowed if they will grow in this region's environmental conditions and are non-invasive;
 3. be typical of, but not limited to American Arborvitae (*Thuja occidentalis*), American Holly (*Ilex opaca*), or upright Juniper (*Juniperus sp.*).
- d. Shrubs shall:
1. include evergreen varieties for at least 50% of the shrubs planted;
 2. have a mature height of at least three feet as described in the Manual of Woody Landscape Plants;
 3. be native to the region, if possible; non-native species are allowed if they will grow in this region's environmental conditions and are non-invasive;
 4. be typical of, but not limited to Inkberry (*Ilex glabra*), Sweet shrub (*Claycanthis floridus*), Juniper (*Juniperus sp.*), and Cherry laurel (*Prunus caroliniana*).

6-H-9-f

Enforcement

The enforcement of this Ordinance shall be the responsibility of the Zoning Administrator or designee. The final Certificate of Occupancy shall not be signed until all trees, shrubs and screening material required by this Ordinance are installed and verified by the Zoning Administrator.

6-H-9-g

Maintenance Standards

The owner or their agent shall be responsible for the general maintenance of all landscape areas as defined as such areas as parking lot landscape islands, screening and street trees.

1. These areas shall be annually mulched to prevent weed growth and to retain soil moisture.
2. Plant material shall be pruned to maintain healthy and vigorous growth. All pruning shall be performed in accordance with American National Standards

Institute ANSI A300-1995, Tree, Shrub and Other Woody Plant Maintenance-Standard Practices, such that no trees are topped or large stub cuts are made.

- (7/7/09)
3. All turf areas shall be mowed.
 4. Watering shall be carried out as part of the initial installation of plant material to prevent plant loss. Public water or groundwater should not be used to irrigate plant material more than one year after its installation. Permanent irrigation facilities may be installed. Rain catchment systems should be the water source for such facilities. Such a rain catchment system shall be adequately sized to provide the amount of water likely to be used (a function of site design and the projected length of time without rain).
 5. The property owner or their agent shall maintain any plant material required by this Ordinance and any plant material that dies must be replaced in kind or with a suitable substitute as granted by Zoning Administrator. Preserved existing trees that subsequently die shall be replaced by new trees (as specified in the Existing Trees section 6-H-10-b).

6-H-9-h Protection of Public Trees

All publicly owned property that contains trees shall be protected from construction of any building, structure, or street work by maintaining current grade and installing a four foot high fence during site disturbance for the circular area centered on the tree with a diameter 1.5 times the canopy spread. Public trees that die because they were not protected from construction shall be replaced by the property owner with trees similar in size, variety, and location approved by the Zoning Administrator.

6-H-10 Outdoor Lighting Standards

(7/7/09)
(10/5/10)

The purpose and intent of this section is to establish outdoor lighting standards that reduce the impacts of glare, light trespass and over-lighting, promote safety and security, and encourage energy conservation.

6-H-10-a General Outdoor Lighting Standards (8/15/06)

(10/5/10)

1. All exterior light fixtures shall be of a type that are downcast and shielded such that all light emitted is projected below a horizontal plane running through the lowest part of the fixture. Such light fixtures shall have flat cut-off lenses or equivalent. The lenses of lights mounted into eaves or canopies shall be mounted so as to be flush or recessed. The direct light from exterior light fixture elements shall not be visible off the subject property.
2. Pole mounted lighting fixtures shall not be taller than 25 feet above the finished grade as measured from the bottom of the fixture. Wall mounted lighting fixtures shall not be higher than 12 feet above the finished grade as measured from the bottom of the fixture.
3. Flashing, revolving, intermittent, or high intensity beams used for exterior lighting shall be prohibited.
4. Up-cast Lighting used to illuminate flags, signs, landscaping, buildings, or other objects and structures shall have directional control shields to prevent stray lighting and to ensure that no light source is visible from or causes glare on public right-of-ways or adjacent properties and shall be limited to 150 watts or less standard incandescent light elements or equivalent brightness (defined as 2500 lumens).
5. All exterior lighting shall be oriented not to direct glare or excessive illumination on streets in a manner that may distract or interfere with the vision of drivers on such roads and streets.
6. All canopy lighting shall be recessed and flush mounted. That portion of the canopy not included in the sign area shall not be illuminated.
7. Photometric Plan Requirements
 - a. A photometric lighting plan shall be submitted and approved in conjunction with any required site plan. The photometric lighting plan shall be certified by the National Council on Qualifications for the Lighting Professions (NCQLP), or a Virginia licensed professional engineer, or architect.

- b. All such plans shall include the following:
 - 1. Plans indicating the location on the premises of all lighting fixtures, both proposed and existing on the site, including a schematic layout of proposed outdoor lighting fixture locations that demonstrate adequate intensities and uniformity, and light coverage resulting from the proposed light layout.
 - 2. Description of all lighting fixtures, both proposed and existing, which shall include but are not limited to catalog cuts and illustrations by manufactures that describes the equipment, including lamp types, wattage and initial lumen outputs, glare control devices, lamps, proposed placement of all fixtures, including engineering detail of fixtures, manufacturer, model and installation of same.
 - 3. Photometric data, such as that furnished by manufacturers, or similar, showing the angle cut-off light emissions and glare control devices.
 - 4. Lighting levels for exterior lighting shall not exceed the following standards:
 - a. 2.5 foot-candles for parking lots.
 - b. 5 foot-candles at entrances from local rural/urban road entrances.
 - c. 10 foot-candles along fronts of buildings, at loading docks, and at entrances from primary highways and rural/urban arterials and collectors.
 - d. A uniformity ratio of 4:1 shall be provided across all parking lots, travelways, and private/public streets and roads. The project site shall be modeled with all lighting (building, canopy, parking, etc.) in operation.
 - e. Lighting levels shall not exceed 0.2 foot-candles at any common property line.
 - f. The first three measurements shall be made at the ground surface. The fourth measurement shall be made on a vertical face with the property line at five feet above the ground.
8. Lighting Definitions
- a. Candela – The system of luminous intensity. One candela is one lumen per candle (steradian).
 - b. Foot-Candle – A measure of light falling on a surface. One foot-candle is equal to the amount of light generated by one candle shining on one square foot surface located one foot away. Foot-candle measurements shall be made with a photometric light meter with a specified horizontal orientation.
 - c. Foot-Candle (Average Maintained) – The average of a number of points of foot-candle calculations or foot-candle readings in a given area which have been adjusted to account for maintenance which includes luminaire dirt depreciation and lamp lumen depreciation.
 - d. Glare – The sensation produced by a bright source within the visual field that is sufficiently brighter than the level to which the eyes are adapted to cause annoyance, discomfort, or loss in visual performance and visibility. The magnitude of glare depends on such factors as the size, position, brightness of the source, and on the brightness level to which the eyes are adapted.
 - e. Lighting Fixture – A complete lighting unit consisting of the lamp, lens, optical reflector, housing and electrical components necessary for ignition and control of the lamp, which may include ballast started and/or photo control.
 - f. Lighting fixture, full cut-off – A lighting fixture from which a luminaire has zero candela intensity occurring at or above an angle of 90° above nadir.
 - g. Light fixture, recessed canopy – An outdoor lighting fixture recessed into a canopy ceiling so that the light source is either completely flush or recessed within the underside of the canopy.
 - h. Light Trespass – Unwanted light going beyond the property line and spilling over onto the adjacent or neighboring property. It can also represent the direct light (glare) that reduces a person's vision or ability to see.
 - i. Luminaire – A complete lighting unit consisting of a lamp or lamps and the parts designed to distribute the light, to position and protect the lamp(s), and to connect the lamp(s) to the power supply.
 - j. Nadir – The angle pointing directly downward from the luminaire.

An erosion and sediment control plan for the entire disturbed area of a development shall be prepared in accordance with the Clarke County Erosion and Sediment Control Ordinance, and must receive the approval of the Lord Fairfax Soil & Water Conservation District Board.

- 6-H-12 Miscellaneous Design Criteria
All other criteria and specifications shall be in accordance with Town standards, where provided. Where Town standards are not provided, the Planning Commission shall provide those standards or shall rule upon the standards proposed by the developer.

6-I CONSTRUCTION AND BONDING

No site improvement activities may occur unless all of the following have been met:

- 6-I-1
6-I-1-a Approval of final site plan and erosion and sediment control plan.
- 6-I-1-b Approval of erosion and sediment control bond, and installation of erosion and sediment control measures.
- 6-I-1-c Posting of construction bond.
- 6-I-2 All improvements required by this Section shall be installed at the cost of the developer, except where cost sharing or reimbursement agreements between the Town and the applicant are appropriate; the same to be recognized by formal written approval prior to site plan approval.
- 6-I-3 The approval of a site plan and/or the installation of improvements shall not obligate the Town to accept the improvements for maintenance, repair, or operation. Acceptance shall be subject to Town and/or State regulations, where applicable, and dependent on the satisfactory nature of the improvements.
- 6-I-4 The applicant is required to post a bond or other acceptable surety covering the construction and satisfactory completion of all required on-site and off-site public improvements.

6-J REVISIONS

The Agent may administratively approve changes to an approved site plan that the Agent determines are minor revisions, complying with all provisions of this Section and having no additional adverse impact on public facilities or adjacent properties. The Planning Commission shall consider major revisions.

6-K TERMINATION AND EXTENSION

An approved site plan shall expire and become null and void if a building permit for approved development is not issued within five years from the date of site plan approval. The Planning Commission or the Agent may grant a one-year extension upon written request.

6-L BUILDING PERMITS

For all properties and uses subject to this Section, no building permit shall be issued to construct or alter any structure, or authorization granted to improve land, until a site plan has been approved.

